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Department of Education
Nova Scotia Provincial Library

Report of the Regional Public Libraries Funding Review Committee

Information Gateway for All Nova Scotians

October 2000

101-01278/

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Education
Nova Scotia Provincial Library

3770 Kempt Road
Halifax, Nova Scotia
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Mr. Dennis Cochrane
Deputy Minister of Education and Culture
P. O. Box 578
Halifax, NS
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Dear Mr. Cochrane:

We are pleased to submit the *Report of the Regional Public Libraries Funding Review Committee 2000*. Our report contains recommendations for funding regional libraries in Nova Scotia for the fiscal period April 1, 2001–March 31, 2004.

Yours very truly,

Department of Education

Wayne Doggett, Executive Director, Policy Branch, Chair

Joe MacEachern, A/Director, Grants and Audit

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Library Boards

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1. Executive Summary

The *Report of the Regional Public Libraries Funding Review Committee 2000* builds upon the direction taken by the 1997 Committee of achieving a standard minimum level of public library service in every regional library throughout Nova Scotia thereby improving services, enhancing lifelong learning and expanding innovative means of service delivery through the use of information technology.

The Regional Public Libraries Funding Review Committee 2000 explored and confirmed the considerable role that public libraries play in the lifelong learning process. At the public library many children begin the learning process and acquire an appreciation of the value of reading and libraries before beginning school. This link between learning and libraries brings them back to the public library throughout their school years to supplement their school resources or to support extra-curricular learning. Public libraries are even more important to adults, enabling them to keep their knowledge and skills current and to acquire the new knowledge necessary to function in a changing world.

In order to effectively support lifelong learning, public libraries must be open appropriate hours, have sufficient resources and knowledgeable staff members, and have access to a wide variety of information sources in both electronic and print formats. Meeting the minimum library service standards will ensure that the required resources are in place.

The thrust of the recommendations for funding public libraries over the next three years is a continued effort to achieve the minimum library service standards. The 1997 Committee accepted a set of library service standards with their associated staffing, materials, and other requirements, and believed that these standards could be achieved within five years. Considerable headway was made during the first two years, but the 2000 Committee recognizes that progress was slowed due to a shortfall in the third-year funding and wishes to get back on track. Recognizing the Province's fiscal recovery program, the Committee 2000 acknowledges that a longer period will be required to achieve the goal of meeting the minimum library service standards and that it is not realistic to expect all libraries to achieve the minimum standard until the year 2006, two years longer than the 1997 Committee anticipated.

In measuring public libraries' progress toward meeting the minimum library service standards, the 2000 Committee has determined that the existing library service standards require further development in the areas of technology and alternative methods of service delivery, therefore recommending that a Standards Working Group be established to undertake this work and to update the existing library service standards as required.

The challenges that have faced the Eastern Counties Regional Library Board over the past number of years continue. The 2000 Committee recognizes the difficulty of providing quality library services to a small, mainly rural population spread over a large geographic area. In recognition that this is an ongoing problem, the 2000 Committee recommends that a population density grant be established for any regional library with a population density of less than five people per square kilometer. This grant should be equal to 5 percent of the provincial grant as determined by the formula.

The 2000 Committee also recognizes the need for capital funding for library facilities. However, as it requires expertise in buildings and construction to identify the need, it recommends that a new committee be established to address this issue.

Providing adequate public library service in French also continues to be an issue. Attempts over the years to find a stable source of core funding for French language library services have not been successful. The

2000 Committee recommends that the current French-language grant be maintained at 10 percent of the provincial grant for those regions where the French-speaking population exceeds 10 percent of the population served by the board.

Specific recommendations of the Committee are as follows:

1. A Standards Working Group should be convened to develop standards in the areas of technology and methods of service delivery through means other than stationary branch libraries and to update the existing standards document as required.

2. A separate committee, reporting to the Minister and composed of municipal, library board, and Department of Education representatives with knowledge/background of buildings and construction, should be formed with a mandate to
    - inventory current facilities for number, size, condition, and ownership
    - identify the need for new/renovated library facilities and the major repairs required
    - estimate the costs associated with new/renovated facilities and major repairs
    - recommend the appropriate strategy for funding repairs, renovations and new construction
    - identify issues surrounding ongoing operating costs of facilities, e.g., rent, heat, light, and cleaning
    - recommend the most appropriate way of funding ongoing costs

3. The Department of Education should include regional library boards in the process of developing plans for any new schools in their areas.

4. The provincial grant for French library services should be maintained at 10 percent of the provincial operating grant to regional libraries where the French-speaking population is in excess of 10 percent of the population served.

5. The Department of Education should negotiate directly with Canadian Heritage on behalf of regional libraries to obtain funding for library services.

6. Sufficient funds should be added to the operating grant base over a five-year period to bring all regional library boards to the minimum library service standard at the end of that period.

7. Funding for the first of the five years should take into account the Province's fiscal recovery program and include only the funding recommended and not provided for the year 2000–01 plus a 2 percent increase to offset increases in fuel, materials, and salaries.

8. Any regional library board with a population density of five (population/square kilometer) or less should receive an equity grant of 5 percent of the provincial grant provided by the formula in order to provide a sustainable funding level.

9. The three-year funding model for regional library boards, detailed in Appendix D, should be adopted.

The total formula-based funding requirement for the above recommendations over the three year-period, 2001–2004, is as follows:

Total Funding

	2001–2002	2002–2003	2003–2004
Province	10,369,200	11,094,300	11,819,400
Municipalities	5,395,600	5,772,900	6,150,200
Boards	482,600	516,300	550,000

The incremental funding resulting from these recommendations is as follows. See appendices D and E for details.

Incremental Funding

	2001–2002	2002–2003	2003–2004
Province	506,200	725,100	725,100
Municipalities	260,400	377,300	377,300
Boards	23,300	33,700	33,700

2. Introduction

Regional public libraries are one of the most pervasive aspects of lifelong learning in Nova Scotia. During 1999–2000 more than 3.5 million visits were made to Nova Scotia's 75 branch and 10 bookmobiles (mobile libraries). They were served by 482 staff and had access to 2.3 million books and other library materials, as well as 454 public-access computers. Public library staff responded to 763,000 information questions, an average of 2,100 each day. Patrons borrowed 5.9 million books and other library materials, averaging 16,100 loans each day, and used another 2.2 million books and other library materials on-site. An additional 26,400 books and other library materials were lent among libraries to meet specialized user needs. A total of $22.2 million was spent to provide this service; an average of $24 per Nova Scotian. Of this $24 per person, $10 was provided by the Province of Nova Scotia, $12 by municipal councils, and $2 raised by regional library boards.

The Regional Public Libraries Funding Review Committee 2000 has determined three areas of focus for regional library funding in the next three years:

- furthering the role of public libraries as centres for lifelong learning
- improving services to the public through the attainment of established minimum library service standards
- expanding innovative methods of service delivery through the use of information technology

The Regional Public Libraries Funding Review Committee 1997 used the *Standards for Nova Scotia Regional Public Libraries*, which outlines the levels of service that should be provided by Nova Scotia's public libraries, as the basis for its funding recommendations. Funding for regional libraries for the period 1998–2001 was based on the amount required for them to achieve the minimum library service standards of service over a five-year period. At that time the Committee considered several issues facing regional libraries outside the context of the formula:

- the Halifax Regional Library was approaching the top level ("A") standard of library service while the other regional library systems had not yet reached the lowest level ("C")
- special challenges were being faced by Eastern Counties Regional Library where a large geographic area combined with a small population base resulting in the per capita formula not being sufficient to meet its basic costs
- there was a need for provision of equitable library services to the French-speaking population

The approved funding formula, for the period 1998–2001, that resulted from the 1997 Committee recommendations, was based on the population served by each regional library board, with a minimum formula grant sharing ratio for each of the three funding partners: the Province, municipal councils, and regional library boards. Funding included an annual amount for moving to meet the minimum library service standards; an additional $18,000 per year to Eastern Counties Regional Library to allow them the opportunity to achieve the level "C" library service standard; additional provincial funding, equal to 10 percent of the provincial portion of the grant, to Eastern and Western Counties regional libraries in order to provide equitable service in French; and a provision for salary increases each year.

The *Report of the Regional Public Libraries Funding Review Committee 1997* was accepted by Government in May 1998 and implemented in the fiscal years 1998–99 and 1999–2000. However, funding for the third year, 2000–01, was not approved as recommended in the Report. Although regional library boards did receive an increase in provincial funding, the amount was $250,000 rather than the recommended $584,600. Municipal funding decreased proportionally. Overall, regional library boards received a funding shortfall of $471,000.

The Regional Public Libraries Funding Review Committee 2000 was charged with examining the current formula and funding arrangements and their impact on regional library boards; measuring the progress made in meeting the level "C" ("A" for Halifax) standard of library service since March 1998; and recommending the amount and allocation of operating grants for regional libraries for the 2001-04 fiscal period. (See Appendix A for Terms of Reference.) The Committee also considered the need for alternative service delivery models, as well as standards for technology and rural service delivery.

Membership comprised representatives of the Union of Nova Scotia Municipalities, the Association of Municipal Administrators, the Library Boards Association of Nova Scotia, the Council of Regional Librarians, and the Department of Education. (See Appendix B for Regional Public Libraries Funding Review Committee 2000 Membership.)

The Regional Public Libraries Funding Review Committee 2000 met six times between April and September. In addition, two subcommittees were formed to deal with the topics of libraries and lifelong learning and library service standards for technology and rural service delivery.

The 2000 Committee discussed a range of issues including the impact of not receiving the full third year of funding, the need for capital funding for new and renovated facilities, the provision and maintenance of branch library facilities, the necessity of regularly upgrading technology, and methods of acquiring additional funding for French library services.

The Regional Public Libraries Funding Review Committee 2000 members consulted with their constituent groups on a regular basis. Regional library boards and municipal councils were asked to present written submissions outlining issues they wished the Regional Public Libraries Funding Review Committee to consider. Nine regional library boards and eight municipal councils responded.

3. Libraries and Lifelong Learning

3.1 Making the Connection

Taking Control of Our Future, the final report of Voluntary Planning's Fiscal Management Task Force, states that lifelong learning means "having access to learning resources wherever they live, whatever their age, whenever they require them, and through whatever means they choose to learn." The Report also emphasizes "just how vital education, in the broadest sense, will be to achieving all the elements of our Vision: that is, controlling our own economy in order to enhance the opportunities and well-being of all our citizens." To create such a learning culture the Report recommends that the government make a strong commitment to lifelong learning.

The *Knowledge Economy Report Card 2000*, published by NovaKnowledge, states that "Lifelong learning goes hand in hand with the knowledge economy," and "Lifelong learning is essential to sustained economic growth."

From these definitions one thing becomes clear: to achieve a learning society, one must have access to lifelong learning opportunities. Libraries do this naturally—they provide the forum for lifelong learning opportunities within the community.

Nova Scotia's public libraries have long played an important, cost-effective role in providing access to self-directed learning for people of all ages. Community based and locally supported, the regional library system

links independent learners, materials, programs, and other community agencies, providing a common touchstone for all segments of the population. Through their collections, shared networks, trained staff, and commitment to technology public libraries provide the tools to facilitate lifelong learning. A strong system of public libraries helps create self-sufficient and productive citizens.

3.2 Libraries: The Gateway to Lifelong Learning

Libraries have always played a strong role in information literacy. This is especially true today when libraries offer the public the use of current technology to access and use information. The first experience many Nova Scotians had with computers was in their local public library, looking up material on the library's computer catalogue. It was in their local public library that many people in this province first saw a CD-ROM, or first saw a demonstration of the wonders of the Internet.

Information literacy skills are essential to lifelong learning. Information literacy can be defined as "the ability to effectively access and evaluate information for problem solving and decision making." Effective citizenship requires a certain level of computer proficiency, and the ability to be successful in a knowledge economy. Partnerships with Industry Canada, Human Resources Development Canada (HRDC), and others, enable public libraries to contribute significantly to the level of information literacy in the province.

Literacy skills are the basic building blocks for lifelong learning. According to *Reading the future: a portrait of literacy in Canada* (1996), 52 percent of Atlantic Canadians have serious difficulty dealing with printed materials. For many years public libraries have provided a welcoming and non-threatening environment for adults seeking to improve their literacy skills. Regional public libraries are actively involved in the delivery of adult literacy programs, working with such partners as the Community Learning Initiative, the Nova Scotia Provincial Literacy Coalition, and the Metro Literacy Steering Committee.

As well, new immigrants to Canada often turn to their public libraries for courses in English as a second language. Partnering with agencies such as the Metropolitan Immigrant Settlement Association, public libraries are able to assist in the development of language skills. New technologies play an increasingly important role in both adult literacy and English as a Second Language, adding to the valuable, established role that libraries play in the lifelong learning process.

3.3 Delivering Lifelong Learning Opportunities

The Nova Scotia regional library system includes 75 networked branch libraries which are supplemented by bookmobile and books by mail services. As well, Nova Scotia provides free public Internet access in all its branch libraries. Partnerships with Industry Canada's Community Access Program (CAP), HRDC, and the Bill & Melinda Gates Foundation have enhanced the technology infrastructure of libraries across the province.

In addition to Nova Scotians having access to the collections in their local library, they can also access the collections of other libraries around the province and across North America through the inter-library loan system. Electronic resources, such as commercial databases of full-text magazine articles delivered via the

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Nova Scotia was the first province in Canada to offer public Internet access in all public libraries.

The Bill & Melinda Gates Foundation, through the Gates Library Initiative, provided $855,3000 in 1999–2000 to increase technology access for people who would otherwise not have access to computers and the Internet. This money provided 114 Internet workstations and four regional library training centres located in public libraries in Halifax, Truro, Yarmouth and Sydney.

Internet, have greatly expanded the resources available in Nova Scotia's public libraries. Automation projects over the past several years have made library collections more accessible, whether library users are searching for information or placing a hold on a book. Books by mail, home delivery services, and bookmobiles are examples of how regional libraries deliver services beyond their walls.

Library staff provide the personal connection between Nova Scotians and the resources they require. Regional library staff are trained to open up new pathways to information and learning through the new technologies—customer service training and the application of critical-thinking skills to the evaluation of Web sites are two examples of such training.

The regional library system provides a supportive context for continuing education. New technology has enabled Nova Scotians to continue their education while remaining in their home communities. Remote delivery of university courses via the Internet, and the development of the Nova Scotia Community College's Virtual Campus, provide an opportunity for public libraries to play an innovative and important role in the lifelong learning process. Citizens in all parts of the province have the ability to use their local library's resources to strengthen their education, skills, and interests. As distance learning continues to grow in importance, so too does the importance of public libraries' partnering with other institutions. Saint Mary's University and the Halifax Regional Library, for example, currently work together to provide credit courses at library branches.

3.4 Nova Scotians' View of Libraries

Nova Scotians already recognize the role their public libraries play in the lifelong learning process. Eighty-two percent of respondents in the survey *Public Libraries in Nova Scotia: a general population survey (1997)* believed that the public library should function as "an educational support centre for learners of all ages," rating this role as five (very important). No other role received a higher ranking. Public libraries were ranked second only to fire departments for service quality when compared to a variety of public and private services in *Citizens First*, a survey published by the Canadian Centre for Management and Development in 1999. More than 3.5 million visits were made to public libraries in the province during the past year, according to *Access the World: Nova Scotia Provincial/Regional Libraries Annual Report 1999–2000.* Clearly Nova Scotians value their public libraries and use them regularly.

3.5 Library Services: What's Needed?

In order for Nova Scotia's public libraries to play an effective role in the support of lifelong learning, there are a number of requirements they must meet. These include such things as trained staff, reasonable open hours, strong collections, electronic networks, personal assistance, resource sharing infrastructure, and access to technology.

Standards for Nova Scotia Regional Public Libraries provides a framework for defining the levels of service that Nova Scotians can expect from their regional public libraries.

4. Library Service Standards

4.1 Measuring Our Progress

In order to support Nova Scotians in their lifelong learning process, public libraries must have an adequate supply of materials, and sufficient and well-trained, knowledgeable staff. The *Standards for Nova Scotia Regional Public Libraries* lays out a core program for public libraries and provides standards for collections,

open hours, levels of service, personnel, and facilities to be achieved by regional libraries. These library service standards, based on standards developed by other library jurisdictions and information from *A Study of Public Libraries in Nova Scotia; a general population survey,* were developed to provide accountability for the expenditure of public funds—a need identified by the Regional Public Libraries Funding Review Committee 1995 and the Department of the Auditor General.

Where possible the library service standards provide a range of levels where "C" is minimum, "B" is average, and "A" is excellent. Level "C," as the minimum, is the standard that every public library in Nova Scotia should be able to meet. Halifax Regional Library is approaching level "A," which, while exceeding the abilities of other Nova Scotia regional libraries, is on a par for comparable Canadian metropolitan libraries. The formula budget set out for Halifax Regional Library is not sufficient to provide level "A" service. Halifax has been able to achieve this level of service due to the considerable supplementary funding provided by the Halifax Regional Municipality. Supplementary funding provides Halifax Regional Library with an annual per capita operating budget that is more than twice that provided for by the formula.

The basis of the 1998–2001 funding formula was to move to the level "C" library service standard in the areas of materials and staffing. Halifax was to work toward achieving level "A" and provide leadership in resource sharing. Funding was provided for the first three of the projected five years needed to meet the minimum library service standards.

As per the *Standards for Nova Scotia Regional Public Libraries*, the minimum standards for materials are as follows:

- two English language items per capita with a minimum of 2,500 items
- two French language items per capita of French-speaking population where applicable
- materials budget to be 10 percent of the operating budget
- reference materials budget to be 10 percent of the materials budget
- regular weeding of collections

The minimum standards for staffing are as follows:

- one full-time equivalent staff person for every 2,500 population
- one full-time equivalent librarian for every 10,000 population
- two full-time equivalent staff for each bookmobile
- bilingual staff where the French-speaking population is 10 percent of the total population

The Provincial Library and regional libraries developed jointly measures for annual reporting of progress. Regional libraries determined where they were in March 1998 and measured their progress in March 1999 and again in March 2000. Halifax Regional Library measured its progress against level "A" while all other libraries used level "C." The results for collection size and staff are reported on the next two pages.

It is evident that considerable progress has been made over the two years. During this period staffing increased 17.2 full-time equivalents; 37,714 items were added to collections; and 109 additional public-access computers were provided. Over the same period, although visits to the library remained at 3.5 million annually, the public asked 86,230 more reference questions, attended 23,706 more training sessions and used the public-access terminals 136,688 more times. Use of books and other materials in the library increased by 290,000 and 1,032 more children participated in the Summer Reading Program.

Notwithstanding this improvement, receiving less than the full third year of funding has slowed the regional libraries' progress in achieving the library service standards.

Measuring Our Progress—1998–2000

Regional Library	MATERIALS			STAFFING		COST*
	Collection Size	As % of Operating Budget	Ref. As % of Materials Budget	Total FTE's	Librarians	To Reach Standard
Annapolis Valley						
Standard "C"	200,574	10.0%	10.0%	55.2	9.2	
1998 Level	227,678	9.9%	6.5%	35.7	4.0	
2000 Level	247,451	13.2%	8.0%	39.4	9.0	
Deficiency	0	0.0%	2.0%	15.8	0.2	$389,800
Cape Breton						
Standard "C"	252,662	10.0%	10.0%	69.5	11.6	
1998 Level	194,777	16.9%	10.0%	44.2	7.0	
2000 Level	200,255	14.7%	10.0%	50.0	9.0	
Deficiency	52,407	0.0%	0.0%	19.5	2.6	$1,792,400
Colchester-E. Hants						
Standard "C"	139,950	10.0%	10.0%	38.5	6.4	
1998 Level	119,451	11.4%	n/a	31.7	4.5	
2000 Level	122,850	10.7%	12.2%	31.1	4.5	
Deficiency	17,100	0.0%	0.0%	7.4	1.9	$766,000
Cumberland						
Standard "C"	67,608	10.0%	10.0%	18.6	3.1	
1998 Level	55,200	8.8%	6.0%	13.7	2.0	
2000 Level	58,280	10.0%	9.0%	19.3	2.0	
Deficiency	9,328	0.0%	1.0%	0.0	1.1	$264,300
Eastern Counties						
Standard "C"	85,714	10.0%	10.0%	23.6	3.9	
1998 Level	90,187	7.7%	n/a	20.0	2.7	
2000 Level	94,282	9.4%	10.0%	20.1	3.0	
Deficiency	0	0.6%	0.0%	3.5	0.9	$86,200

Regional Library	MATERIALS			STAFFING		COST*
	Collection Size	As % of Operating Budget	Ref. As % of Materials Budget	Total FTE's	Librarians	To Reach Standard
Halifax - "A"						
Standard "A"	1,028,898	15.0%	15.0%	325.8	48.6	
1998 Level	1,164,025	11.2%	23.0%	237.6	46.6	
2000 Level	1,182,149	9.8%	14.0%	242.8	44.7	
Deficiency	0	5.2%	1.0%	83.0	3.9	$2,375,800
Pictou-Antigonish						
Standard "C"	136,544	10.0%	10.0%	37.6	6.3	
1998 Level	146,020	11.0%	18.0%	31.6	4.0	
2000 Level	139,075	9.3%	18.6%	27.9	4.0	
Deficiency	0	0.7%	0.0%	9.7	2.3	$207,600
South Shore						
Standard "C"	119,956	10.0%	10.0%	33.0	5.5	
1998 Level	102,804	12.0%	4.0%	19.4	3.0	
2000 Level	109,208	10.0%	5.0%	21.0	3.0	
Deficiency	10,748	0.0%	5.0%	12.0	2.5	$718,000
Western Counties						
Standard "C"	129,624	10.0%	10.0%	35.6	5.9	
1998 Level	134,806	11.8%	10.1%	30.2	4.0	
2000 Level	135,738	10.5%	12.0%	31.5	5.0	
Deficiency	0	0.0%	0.0%	4.1	0.9	$91,200
Total Cost						**$6,691,300**

***Based on 2000–01 salary scales and $25 as an average per item price for library materials.**

4.2 Development of Additional Standards

As regional libraries measured their progress toward meeting the library service standards, they realized that the existing standards need further development, particularly in the areas of technology and service delivery through means other than stationary branch libraries. In 1997, when the standards were developed, technology and public Internet access were just being introduced and methods of service delivery other than traditional branches were not fully considered. Standards for bookmobiles also require further development in terms of staffing and open hours, and other delivery methods must be explored.

Recommendation:

1. A Standards Working Group should be convened to develop standards in the areas of technology and methods of service delivery through means other than stationary branch libraries and to update the existing standards document as required.

5. Capital

The need for capital funding continues to be an issue for libraries, with six library boards and two municipal councils referencing it in their written submissions to the Committee. There is currently no provision for capital grants for library facilities.

Lack of adequate facilities has been identified as a major constraint to meeting the minimum library service standards. For example, some public library buildings are not large enough to hold either the collections or the technology required for the community they serve, while others are not appropriately wired for the necessary technology and are unable to accommodate the necessary changes in a cost-effective manner.

The two major capital issues identified by library boards and municipal councils are as follows:

(1) New facilities, renovations and repairs:

Provision, renovation, and repair of a branch library are the responsibility of the municipality in which the branch is located. Many municipalities house library branches in municipally owned buildings, while others rent facilities. These branches are used not only by the residents of the funding municipality but by residents of neighbouring municipalities as well. There are a number of communities across the province that need new library buildings.

Purchase and repair of bookmobiles are the responsibility of the regional library board to which they belong. Bookmobiles serve outlying areas of the whole region and thus can serve residents of every participating municipality.

Six regional libraries operate bookmobiles that will soon need to be replaced either by new vehicles or by alternative service methods.

(2) Operating costs of a facility:

The municipality that provides the branch library is responsible for daily operating costs of the facility such as heat, light, telephone, janitorial service, and insurance. Again, these branches are used not only by the residents of the funding municipality but by residents of neighbouring municipalities as well. Daily operating costs of bookmobiles such as fuel, oil, and insurance, are the responsibility of the regional library board to which they belong. Again, the bookmobile serves residents of multiple municipalities.

The Regional Public Libraries Funding Review Committee 2000, while acknowledging the importance of this issue for regional libraries, has determined that further information is necessary before any reasonable course of action could be recommended. Information is needed on the number of new facilities needed, the facilities that require repairs, and the total cost of maintaining branch library facilities. Consequently, the Regional Public Libraries Funding Review Committee 2000 recommends that a separate committee be formed to examine this issue and make recommendations to the Minister regarding capital funding.

Recommendation:

2. A separate committee, reporting to the Minister and composed of municipal, library board and Department of Education representatives with knowledge/background of buildings and construction, should be formed with a mandate to
    - inventory current facilities for number, size, condition, and ownership
    - identify the need for new/renovated library facilities and the major repairs required
    - estimate the costs associated with new/renovated facilities and major repairs
    - recommend the appropriate strategy for funding repairs, renovations, and new construction
    - identify the issues surrounding ongoing operating costs of facilities, e.g., rent, heat, light, and cleaning
    - recommend the most appropriate way of funding ongoing costs

6. Innovations in Library Services

One of the recommendations of the *Report of the Regional Libraries Funding Review Committee 1995* was that a one-time grant be given to all regional libraries to allow for the purchase of one public-access computer for each branch library in the province. At the time this was a very forward-thinking action and served to effectively place Nova Scotia as the leader for public Internet access in Canada. The introduction of technology and related innovations in service delivery has allowed Nova Scotia's regional libraries to sustain service and move to attain library service standards without high capital costs.

Today, there are 454 public-access computers in the libraries in Nova Scotia with new ones being added on a regular basis. Most public library branches offer multiple computers for use by the general public. Four computer training centres, for training both library staff and the public in the use of information technology, have been established at the library branches in Sydney, Truro, Halifax, and Yarmouth. Nova Scotia public libraries continue to be leaders in the use of information technology in Canada.

The innovative use of computer technology in public libraries will continue and indeed accelerate in the future. This will allow for more cost-efficient delivery of service to rural areas, increase the information about Nova Scotian communities available on the Web, and broaden the role of the public library in the province's move toward a knowledge-based economy.

6.1 CAP and Libraries

A prime catalyst in the development of information technology in libraries has been CAP. CAP is a program of Industry Canada that seeks to increase computer literacy by providing public-access (Internet) computers across the country. The aim of the program is to have 10,000 public-access sites in place by the year 2001. Of these sites, 5,000 will be in rural Canadian communities and the other 5,000 in urban centres. In Nova Scotia, CAP is administered by the Nova Scotia Technology and Science Secretariat (TSS).

Public libraries in Nova Scotia have been active participants in CAP since its inception in 1996. Thirty-three public libraries are also CAP sites for their communities, working in conjunction with local CAP committees to tailor Internet access to community needs and goals. This alliance of library and community has allowed the public libraries involved to increase substantially the number of computers available for public use. It has also been instrumental in developing closer ties to individual communities within regional library boundaries. Librarians have played important roles in the development of the CAP program at the regional, provincial, and national levels.

Public libraries have also benefited from special funding available through Industry Canada's SchoolNet and LibraryNet programs. Most regional libraries have obtained LibraryNet funding to develop their own Web sites and to add local content. A number of libraries have also received funding for digital collections projects that make historical information available on the Web.

As CAP nears the end of its initial development phase, Industry Canada intends to expand the role of these sites from providing only public Internet access to delivering government services on-line. Anticipating these future plans, Nova Scotia regional libraries and CAP have developed a proposal to designate all 75 public library branches in the province as CAP sites. This will allow public libraries to access funding that will be available for developing this government service delivery model, and will allow CAP to take advantage of the libraries' experience in developing service standards as well as methods of training staff for providing information services. A tentative agreement has been reached on this designation issue and it is likely that libraries and CAP sites in Nova Scotia will be fully integrated in the future.

The 2000 Committee acknowledges the opportunity presented to public libraries through the CAP program and recommends that regional libraries participate fully in providing government services to the public.

6.2 Rural Service Delivery

Providing quality service to residents of rural areas has been a challenge for Nova Scotia's regional library libraries since their beginning more than 50 years ago. Until recently, this service was provided through bookmobiles and Books-by-Mail services. However, a number of factors, including the high capital cost of bookmobiles and the level of staff required for traditional Books-by-Mail operations, have led some libraries to investigate other service delivery methods.

The Eastern Counties Regional Library was forced to examine alternate service delivery in 1999–2000 when its bookmobiles had to be taken off the road for mechanical reasons. With no capital funds to purchase replacement vehicles, the Eastern Counties Regional Library Board embarked on an innovative method for rural service. It is beginning to use CAP sites, community halls, and other public spaces to offer a visiting library service. In this model, library staff travel to communities by van and set up in the CAP sites, etc. with collections of books for borrowing, as well as using the available computer access to answer Internet-based information queries.

The Pictou-Antigonish Regional Library has updated the Books-by-Mail concept with its Books-by-Web program. This program uses a Web site to allow users to remotely register for the service, request materials, check lists of new books, and ask information questions on-line from their homes or from public-access sites in their communities.

Several regional libraries are using CAP sites for rural service delivery. Small deposit collections of books are provided at the sites for the public to borrow, and CAP-site volunteers are trained by library staff in how to use the library catalogue and databases. This approach was adopted at Maryvale School in Antigonish County and Pictou Island as pilot projects and has prompted five other communities within the same county to request this type of service.

6.3 Library Automation/Service Efficiencies

Eight of the nine regional libraries use the MultiLIS automation system for their collection catalogues, to circulate their books, and to order new materials for their libraries. This is a co-operative system administered by the Nova Scotia Provincial Library and funded jointly by the Provincial Library and the participating regions. Implementation of the MultiLIS system modules will be complete in all regions by

the end of 2000–2001. The Halifax Regional Library has fully implemented the Dynix library automation system.

Through NcompasS, a technological gateway, the catalogues of all Nova Scotia regional libraries, and other libraries, can be searched simultaneously. Once on-line circulation is implemented in all regional libraries, patrons can use any public library in the province via a single library card.

Use of the automated systems has greatly increased the efficiency of library operations in all parts of the province and a number of regions now have plans to further increase their efficiency. The Halifax Regional Library is developing pilot programs to allow borrowers to check out their own books and to pick up books held in reserve for them without having to ask a staff member for assistance.

6.4 Adding Content to the Web

Nova Scotia regional libraries have not only been using the Web to obtain information—they have been actively participating in adding Nova Scotia content.

The Cape Breton Regional Library co-ordinated the digitization of material about the contributions of the McLennan family to Cape Breton life. The result is one of SchoolNet's Digital Collections entitled *The McLennans of Petersfield*. In addition, the Cape Breton region has been co-operating with the University College of Cape Breton on a number of projects, including a joint on-line catalogue of the Gaelic language holdings of both institutions called Leugh Seo.

The Western Counties Regional Library, in partnership with the Western Regional Health Board, has been spearheading the development of consumer health information for Nova Scotians on the Web. The Western Health Information Partnership (WHIP) began in 1996 providing local and general health information for health consumers in Western Nova Scotia and has gained national attention for its work. The South Shore Regional Library and Annapolis Valley Regional Library have since joined in this initiative so that coverage now encompasses all of Western Nova Scotia. Recently this group has begun to work with representatives from other public and health sciences libraries to develop a province-wide health information partnership based on WHIP.

6.5 The Virtual Library

The Regional Public Libraries Funding Review Committee 2000 anticipates that through the use of information technology, citizens in Nova Scotia will soon be able to access a wide range of regional public library services without ever having to enter the doors of a library building. The Committee envisions an on-line library service, a "Virtual Library," where users can

- register to be a library user
- ask a librarian to help with their information queries
- order a book on-line
- consult the library's on-line databases for information needed for school, work, or hobbies
- access services of government at the municipal, provincial, and federal levels
- find out more about their local communities through library-developed Web sites
- use library-developed training programs to increase their computer skills

The Virtual Library will greatly enhance, not supplant, existing services. This service will be particularly valuable to persons with disabilities, people living in areas remote from library branches, and to those citizens who, for social, financial, or time-restraint reasons, are unable to access traditional library services.

Several of the regional systems are working on developing Virtual Libraries including Pictou-Antigonish and Halifax regional libraries. The Annapolis Valley and Western Counties regional libraries are working co-operatively to develop a Virtual Library as part of the Western Valley Development Authority's Smart Communities Demonstration project. Both libraries are partners in the Smart Communities initiative, which will see 100 public-access kiosks set up in Digby and Annapolis counties within the next year.

The Regional Public Libraries Funding Review Committee 2000 supports the development of the Virtual Library model and its ability to address cost-efficiency and equity issues, while recognizing that this is an expansion of service delivery to which costs are attached. This development should be co-ordinated on a province-wide basis by the Nova Scotia Provincial Library in order to assure that province-wide standards for the Virtual Library are developed, mechanisms for delivery of materials to users are in place, and that the model may be implemented in a timely manner in all areas.

7. Public Libraries and Schools

Since the regional public library system began in 1949, a strong co-operative relationship has existed between public schools and public libraries. Regional libraries consider service to school-aged users to be among their top priorities and allocate considerable amounts of financial and personnel resources in this area.

The validity of this emphasis on service to children was confirmed in 1997 when *Public Libraries in Nova Scotia: a general population survey* was conducted. More than three-quarters of the survey respondents identified the roles of the public library as an educational support centre for learners of all ages and as a discovery and learning centre for young children as being very important.

Public schools and regional public libraries co-operate in four major ways—direct service to schools by the public library, support for children's literacy, cooperative initiatives, and school-housed public libraries.

7.1 Direct Services to Schools

All libraries provide direct services to students and teachers in schools although the methods of service vary considerably from region to region. These variations reflect differing circumstances in the history and geography of the individual regions and in the development of school libraries from area to area.

All regional libraries offer visits by school classes to the library. These visits typically include an orientation tour, an explanation of how the library works, and an opportunity for students to register and borrow books. Many regions also visit schools to promote reading and the library. For instance, the Cape Breton Regional Library has developed a program in which public librarians visit all the Grade 4 classrooms in their area. This initiative has been developed with the support of the Cape Breton-Victoria Regional School Board.

Some regional libraries incorporate school visits as part of the regular bookmobile schedules. This allows students in rural schools the opportunity to borrow books and other library materials throughout the school year. This service is most widely used by the Annapolis Valley Regional Library. Some regions do not provide this type of direct bookmobile service to schools, considering that service to children, particularly for curriculum-related materials, is the responsibility of the school libraries.

Most regional libraries provide deposit collections that support the teaching program to classrooms upon request. Teachers may request a number of books on a particular topic or at a particular reading level. In some regions, public librarians prepare these deposit collections and may deliver them to the schools. In

other regions, the teachers visit branch libraries to make the selection themselves. Some regions also have a special category of user's card that enables teachers to borrow more books and for longer time periods than is the case for regular users. Eastern Counties Regional Library uses general collection deposits at some schools to serve borrowers of all ages (students and adults) in its geographically dispersed region.

7.2 Support for Children's Literacy

The public library's role in working with children goes beyond the formal curriculum and includes providing opportunities for children and families to retain and increase literacy skills.

Children and their families visit library branches together to borrow books, videos, and other materials on topics of interest to them. The staff at public libraries are trained to assist children in finding materials on subjects of interest to them.

Regional libraries also offer programming for children throughout the year. These programs include story times, Cable TV story times aimed at children who are unable to visit the library regularly, and story sessions at parks, day cares and other public venues. One major province-wide program aims to help children retain literacy skills over the summer months. The Summer Reading Program, co-ordinated by the Provincial Library and the Council on Youth Services group, offers programs, promotion, and prizes based on an annual theme. The Summer Reading Program is promoted in the public schools each June.

The regional public libraries have co-operated with schools for many years to promote visits by children's authors. This has led to visits by many prominent authors who visit the schools during the day and hold public sessions at the libraries in the evening. Recently, the Hackmatack Childrens' Choice Book Award has been developed. This Award honours children's authors of the Atlantic provinces by allowing children to choose their favourite books and authors each year. Children who participate in reading groups in schools and libraries vote on the award winners.

7.3 Co-operative Initiatives

Public libraries traditionally share their expertise with schools. Public librarians regularly advise school administrators and school library staff on how to build library collections, as well as how to order, process, and mend library books. Libraries often share their professional and bibliographic resources with school library personnel who have no access to these expensive resources on their own. Public libraries are generous in donating superseded editions of reference books to school libraries.

Public libraries also co-operate in providing material useful to schools. For example, the Colchester-East Hants Regional Library, under an agreement with the Chignecto-Central School Board, recently added a collection of books and other materials dealing with cross-cultural understanding, anti-racism, and general human relations issues to its holdings. The school board, through the Cobequid Race Relations Advisory Committee, selected and purchased the material to be housed in the public library.

With the upsurge in use and types of available technology, avenues of co-operation between schools and public libraries have increased. Many schools and public libraries have added links to the library catalogue and to each other's Web sites to facilitate use by students. Staff from several regional libraries have conducted training sessions with teachers, school library staff, and students in how to use electronic resources. The South Shore and Western Counties regional libraries have developed a pilot project proposal that could result in automating the catalogues of school libraries in the southwestern part of the province using the same library automation system already in use in the public libraries.

7.4 School-Housed Public Libraries

Several public libraries in Nova Scotia are housed in public school buildings including those in Hantsport, Donkin, and Port Hawkesbury. Although there are some positive benefits to such arrangements, such as sharing equipment costs and longer hours of access than might otherwise be possible, the school-housed public library model has not been altogether successful from the public-library users' point of view. Problems have included jurisdictional and financial issues between the school and the regional library; differing views on what is considered appropriate material to be included in the collection; and the reluctance of some adults to enter a school building to obtain library service.

However, the concept of combining school and public libraries in the same physical space is one that appears to be fiscally appealing. On the surface it offers a cost-efficient solution to the information needs of both students and the general public. With a number of new schools opening in the next few years, there may be opportunities in some communities to explore shared facilities.

Recommendation:

- 3. The Department of Education should include regional library boards in the process of developing plans for any new schools in their areas.

8. French Language Library Services

The Regional Public Libraries Funding Review Committee 2000 discussed the need to provide adequate public library service to French-speaking populations in Nova Scotia. The current formula includes a provincial grant of 10 percent of the provincial operating grant to the two regional libraries where the French-speaking population is in excess of 10 percent of the population served. Other sources of funding for French services have been explored over the years with little success. Eastern and Western Counties regional libraries have been successful in acquiring small amounts of money in the past but recent applications through the Canada-Nova Scotia Agreement on the Promotion of Official Languages have been unsuccessful.

Recommendation:

- 4. The provincial grant for French library services should be maintained at 10 percent of the provincial operating grant to regional libraries where the French-speaking population is in excess of 10 percent of the population served.

- 5. The Department of Education should negotiate directly with Canadian Heritage on behalf of regional libraries to obtain funding for library services.

9. Funding Formula

9.1 Meeting the Standards

The Regional Public Libraries Funding Review Committee 2000 reviewed the current funding formula, which was based on a set of library service standards and their associated levels of staffing, materials, and other cost factors. In 1998, with the recommended funding levels, it was anticipated that Nova Scotia's regional libraries would be able to achieve the minimum library service standard within five years. However, with funding reductions in 2000–01 progress has been slowed. As of March 31, 2001, the estimated cost of achieving the standards for staffing and materials will be $6,245,400 (the $6,691,300 shown in Section 4.1

less the $445,900 received in 2000–01). The Regional Public Libraries Funding Review Committee 2000 wishes to put regional libraries back on course, but recognizes that the Province is in a period of fiscal recovery and therefore recommends achieving the library service standards by 2006 rather than 2004 as previously recommended. Therefore, the recommended total formula funding increase for 2001–02 is $789,600—the amount not provided in 2000–01 ($471,000) plus 2 percent to offset increases in fuel, materials, and salaries. The remainder will be divided equally over the following four years at $1,364,000 per year.

Recommendation:

6. Sufficient funds should be added to the operating grant base over a five-year period to bring all regional library boards to the minimum library service standards at the end of that period.

7. Funding for the first of the five years should take into account the Province's fiscal recovery program and include only the funding recommended and not provided for the year 2000–01 plus a 2 percent increase to offset increases in fuel, materials, and salaries.

9.2 Special Challenges Facing Eastern Counties Regional Library

Although the Regional Public Libraries Funding Review Committee 2000 recommends maintaining population as the basis for funding regional library boards, it recognizes that this approach results in issues in areas where there is a small population spread over a large geographic area. This is the case with the Eastern Counties Regional Library Board, which faces higher operating costs in some areas than other boards. This region has the largest geographic area of all the regional libraries in Nova Scotia. Its small population is spread over this large area in small pockets. This results in a population density of 4.6 (population/square kilometer), the lowest of all of the regional libraries. (The next lowest population density of a regional library board is 7.9.) In order to provide service to this almost entirely rural population, the library must take the services out to the people. It is not fiscally feasible to replace the region's two bookmobiles that suffered major mechanical problems and had to be taken off the road in the 1999–2000 fiscal year. Thus, alternate methods of service delivery are being implemented in this region. To maintain quality service throughout this region, as well as effectively implement automation, it is essential to continue to offer professional support and staff training at the branch level. This places an additional burden on a region that has few staff and great distances to travel. As well, this region, because of its Francophone population, is required to provide bilingual service.

The difficulties experienced by Eastern Counties Regional Library have been studied extensively and are documented in *The Review of the Eastern Counties Regional Library Board* (Department of Education and Culture, November 1995), *Eastern Counties Regional Library Project* (Barbara Kincaid, January 10, 1997), and confirmed in the *Report of the Regional Public Libraries Funding Review Committee 1998.*

With a large portion of the board's budget going to fixed costs, many of which are related to the particular characteristics of this region, the Eastern Counties Regional Library Board has not been able to sustain service within the funding provided by the formula and has had to receive supplementary funding from the Province for a number of years—approximately 5 percent of its provincial grant. The board is in the process of revamping its method of service delivery, but it is unclear, as yet, whether this will make a difference in their level of fiscal need. The Committee 2000 agreed that Eastern Counties will require additional funding, at least for the life of the recommended formula, until they have fully implemented their new service delivery plan and the library service standards are reviewed. In order for this additional funding to be part of the formula, the Committee 2000 recommends that a grant based on low population density be added to the formula to provide sustainable funding to the Eastern Counties Regional Library Board.

Recommendation:

8. Over the life of this formula, any regional library board with a population density of five (population/square kilometer) or less should receive an equity grant of 5 percent of the provincial grant provided by the formula in order to provide a sustainable funding level.

9.3 Recommended Funding Model

The Regional Public Libraries Funding Review Committee 2000 has examined the current funding model and the above funding issues and, based on its priority to have regional library services in Nova Scotia reach the minimum library service standards, recommends a funding model which will

- maintain population as the basis for funding regional library boards
- provide a three-year funding formula to allow boards to continue the process of meeting the standards within a five-year period
- provide a population density grant for a regional library with a population density of five (population /square kilometer) or less
- continue to use the 1996 Census figures for the 2001–2004 period
- maintain the board-generated funding requirement at 3 percent of the per capita operating budget
- maintain the provincial grant for French library services at 10 percent of the provincial operating grant for those regional libraries where the French-speaking population is in excess of 10 percent of the population served

The total formula-based funding requirement for the above recommendations for the three-year period, 2001–2004, is as follows:

Total Funding

	2001–2002	2002–2003	2003–2004
Province	10,369,200	11,094,300	11,819,400
Municipalities	5,395,600	5,772,900	6,150,200
Boards	482,600	516,300	550,000

Incremental funding for each year is as follows:

Incremental Funding

	2001–2002	2002–2003	2003–2004
Province	506,200	725,100	725,100
Municipalities	260,400	377,300	377,300
Boards	23,300	33,700	33,700

Recommendation:

9. The three-year funding model for regional library boards, detailed in Appendix D, should be adopted.

The financial impact on regional library boards and municipal councils in detailed in appendices D and E.

10. Conclusion

This Report represents a consensus of a representative committee of stakeholders in the regional public library system. The Committee 2000 builds on the stability and equity introduced in the current formula, while recognizing the Province's fiscal recovery plan. The recommendations in this Report are based on the key role libraries play in lifelong learning, as well as the library service standards that must be achieved in order to deliver the required services.

Finally, through this Report the Committee 2000 identifies public-library challenges yet to be addressed and provides recommendations on how to overcome these challenges.

Appendix A
Terms of Reference

A. Introduction
To achieve the benefits of a consultative approach in the funding of library service, a Library Funding Review Committee was established first in 1994 and again in 1997 to make recommendations on funding for regional library boards. These committees had representation from key stakeholders in the library community, including municipal, provincial, and regional library representatives. A successful funding formula was developed in 1995 for fiscal years April 1, 1995–March 31, 1998, and in 1998 for the fiscal years April 1, 1998–March 31, 2001. A new committee is being established to recommend funding for regional libraries for the period April 1, 2001–March 31, 2004.

It is expected that regional library boards and municipal councils will be given the opportunity to provide input early in the review process.

B. OBJECTIVES OF THE LIBRARY FUNDING REVIEW COMMITTEE
It is recognized that recommendations of the Committee must be made within the context of the fiscal framework of the Government of Nova Scotia. Within this framework, the specific objectives of the Library Funding Review Committee 2000 are to

(1) examine the funding arrangements for April 1998 to March 2001 fiscal years, reviewing the features of the current formula and their impact on regional library boards
(2) measure progress toward meeting the level "C" standard of library service since March 1998
(3) recommend the amount and allocation of operating grants for regional libraries for the 2001–04 fiscal period

C. Committee Membership
Method for selection:
The Minister of Education will invite the Union of Nova Scotia Municipalities (UNSM), the Association of Municipal Administrators (AMA), the Library Boards Association of Nova Scotia (LBANS), and the Council of Regional Librarians (CORL) to each submit representatives selected on the basis of the following criteria. The Minister reserves the right to seek additional names to ensure fair geographic representation.

Criteria:
- provision of as broad a balance of geographical (urban/rural/remote), gender, and race representation as possible
- willingness to take a province-wide perspective within a consensus framework
- commitment to participate in a process to recommend provincial funding within the guidelines of the Province's fiscal framework
- availability to participate in regular meetings between April 3 and September 29, 2000
- willingness to explore different ways of operating and funding

Membership:
Department of Education (3):
Wayne Doggett, Executive Director, Policy Branch, Chair
Joe MacEachern, Acting Director, Grants and Audit Division
Elizabeth Armstrong, Acting Provincial Librarian

Library Boards (3):
Library Boards Association of Nova Scotia—2
Council of Regional Librarians—Trudy Amirault, Western Counties Regional Library

Municipalities (3):
Union of Nova Scotia Municipalities—2
Association of Municipal Administrators—1

Resource persons: as required

D. WORK PLAN AND REPORTING FRAMEWORK

The Committee will meet at the call of the Chair with the goal of developing a final report for submission to the Deputy Minister and Minister by September 29, 2000.

The Committee will establish its own work plans and assignments of responsibilities and will also have the option of requesting and receiving representations from other interested parties respecting this mandate.

E. TRAVEL EXPENSES

Travel and associated costs to be borne by the Department of Education.

Appendix B
Committee Membership

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Regional Library Formula Funding 2000–2001

Per Capita and Sharing Rates

	Per Capita Rate	Provincial Share	Municipal Share	Board Share
Halifax	$16.836	51%	46%	3%
Non-Metro	$16.836	71%	26%	3%

Regional Library Board	1996 Population	2000–01 Formula Operating Budget				Increase
		Provincial Share*	Municipal Share	Board Share	Total Budget	Total Funding
Annapolis Valley	100,287	1,198,808	439,000	50,654	1,688,462	48,769
Cape Breton	126,331	1,510,132	553,006	63,808	2,126,947	61,436
Colchester-E. Hants	69,975	836,465	306,311	35,344	1,178,120	34,028
Cumberland	33,804	404,085	147,975	17,074	569,134	16,438
Eastern Counties	42,857	583,333	187,604	21,647	792,584	22,572
Halifax	342,966	2,944,882	2,656,168	173,228	5,774,278	166,784
Pictou-Antigonish	68,272	816,108	298,856	34,483	1,149,448	35,701
South Shore	59,978	716,963	262,550	30,294	1,009,808	29,168
Western Counties	64,812	852,223	283,711	32,736	1,168,669	33,756
TOTAL	**909,282**	**9,863,000**	**5,135,181**	**459,268**	**15,457,450**	**448,652**

* Includes French language grant for Eastern and Western Counties Regional Libraries

Proposed Regional Library Formula Funding 2001–2002

Per Capita and Sharing Rates

	Per Capita Rate	Provincial Share	Municipal Share	Board Share
Halifax	$17.690	51%	46%	3%
Non-Metro	$17.690	71%	26%	3%

ASSUMPTIONS:

- Move to minimum standard over five years—Yr. 1 includes amount not received in 2000–01 + 2%
- Equity grant, Eastern Counties—5% of Provincial grant
- French grant—10% of Provincial Grant

Regional Library Board	1996 Population	2001–02 Proposed Formula Operating Budget				Increase			
		Provincial Share*	Municipal Share	Board Share	Total Budget	Provincial Share	Municipal Share	Board Share	Total Budget
Annapolis Valley	100,287	1,259,595	461,260	53,222	1,774,077	60,787	22,260	2,568	85,615
Cape Breton	126,331	1,586,705	581,047	67,044	2,234,795	76,573	28,041	3,236	107,849
Colchester-E. Hants	69,975	878,879	321,843	37,136	1,237,858	42,414	15,532	1,792	59,738
Cumberland	33,804	424,575	155,478	17,940	597,993	20,490	7,503	866	28,859
Eastern Counties	42,857	619,022	197,116	22,744	838,882	35,689	9,512	1,097	46,298
Halifax	342,966	3,094,205	2,790,852	182,012	6,067,069	149,323	134,684	8,784	292,791
Pictou-Antigonish	68,272	857,489	314,010	36,232	1,207,732	41,381	15,154	1,749	58,285
South Shore	59,978	753,318	275,863	31,830	1,061,011	36,355	13,313	1,536	51,204
Western Counties	64,812	895,435	298,096	34,396	1,227,928	43,212	14,385	1,660	59,258
TOTAL	**909,282**	**10,369,222**	**5,395,565**	**482,556**	**16,247,344**	**506,223**	**260,384**	**23,288**	**789,896**

* Includes French language grant for Eastern and Western Counties Regional Libraries and Equity grant for Eastern Counties Regional Library

Proposed Regional Library Formula Funding 2002–2003

Per Capita and Sharing Rates

	Per Capita Rate	Provincial Share	Municipal Share	Board Share
Halifax	$18.927	51%	46%	3%
Non-Metro	$18.927	71%	26%	3%

ASSUMPTIONS:
–Move to minimum standard over five years—Yrs. 2 & 3—$1,441,300 per year
–Equity grant, Eastern Counties—5% of Provincial grant
–French grant—10% of Provincial Grant

Regional Library Board	1,996 Population	2002–03 Proposed Formula Operating Budget				Increase			
		Provincial Share*	Municipal Share	Board Share	Total Budget	Provincial Share	Municipal Share	Board Share	Total Budget
Annapolis Valley	100,287	1,347,674	493,514	56,944	1,898,132	88,079	32,254	3,722	124,055
Cape Breton	126,331	1,697,657	621,677	71,732	2,391,067	110,953	40,631	4,688	156,271
Colchester-E. Hants	69,975	940,336	344,348	39,733	1,324,417	61,457	22,505	2,597	86,559
Cumberland	33,804	454,264	166,350	19,194	639,808	29,689	10,872	1,254	41,816
Eastern Counties	42,857	662,308	210,900	24,335	897,542	43,286	13,784	1,590	58,660
Halifax	342,966	3,310,572	2,986,006	194,740	6,491,317	216,367	195,155	12,727	424,249
Pictou-Antigonish	68,272	917,451	335,968	38,766	1,292,184	59,961	21,958	2,534	84,452
South Shore	59,978	805,995	295,153	34,056	1,135,204	52,677	19,290	2,226	74,193
Western Counties	64,812	958,050	318,941	36,801	1,313,792	62,615	20,845	2,405	85,865
TOTAL	**909,282**	**11,094,306**	**5,772,858**	**516,299**	**17,383,464**	**725,084**	**377,293**	**33,743**	**1,136,120**

* Includes French language grant for Eastern and Western Counties Regional Libraries and Equity grant for Eastern Counties Regional Library

Proposed Regional Library Formula Funding 2003–2004

Per Capita and Sharing Rates

	Per Capita Rate	Provincial Share	Municipal Share	Board Share
Halifax	$20.164	51%	46%	3%
Non-Metro	$20.164	71%	26%	3%

ASSUMPTIONS:

- Move to minimum standard over five years—Yrs. 2 & 3—$1,441,300 per year
- Equity grant, Eastern Counties—5% of Provincial grant
- French grant—10% of Provincial Grant

Regional Library Board	1996 Population	2003–04 Proposed Formula Operating Budget				Increase			
		Provincial Share*	Municipal Share	Board Share	Total Budget	Provincial Share	Municipal Share	Board Share	Total Budget
Annapolis Valley	100,287	1,435,753	525,769	60,666	2,022,187	88,079	32,254	3,722	124,055
Cape Breton	126,331	1,808,610	662,308	76,420	2,547,338	110,953	40,631	4,688	156,271
Colchester-E. Hants	69,975	1,001,793	366,854	42,329	1,410,976	61,457	22,505	2,597	86,559
Cumberland	33,804	483,953	177,222	20,449	681,624	29,689	10,872	1,254	41,816
Eastern Counties	42,857	705,594	224,684	25,925	956,202	43,286	13,784	1,590	58,660
Halifax	342,966	3,526,939	3,181,161	207,467	6,915,566	216,367	195,155	12,727	424,249
Pictou-Antigonish	68,272	977,412	357,926	41,299	1,376,637	59,961	21,958	2,534	84,452
South Shore	59,978	858,671	314,443	36,282	1,209,396	52,677	19,290	2,226	74,193
Western Counties	64,812	1,020,665	339,786	39,206	1,399,657	62,615	20,845	2,405	85,865
TOTAL	**909,282**	**11,819,390**	**6,150,151**	**550,043**	**18,519,584**	**725,084**	**377,293**	**33,743**	**1,136,120**

* Includes French language grant for Eastern and Western Counties Regional Libraries and Equity grant for Eastern Counties Regional Library

Appendix E

Municipal Impact of Proposed Funding Model

Municipal Unit	Share of Total	2000–01 Formula Share	2001–2002		2002–2003		2003–2004	
			Formula Share	Increase/ Prev. Yr	Formula Share	Increase/ Prev. Yr	Formula Share	Increase/ Prev. Yr
ANNAPOLIS VALLEY								
Co. of Annapolis	18.89%	82,927	87,132	4,205	93,225	6,093	99,318	6,093
Co. of Kings	47.48%	208,437	219,006	10,569	234,321	15,314	249,635	15,314
Dist. of W. Hants	13.75%	60,363	63,423	3,061	67,858	4,435	72,293	4,435
Annapolis Royal	0.58%	2,546	2,675	129	2,862	187	3,049	187
Berwick	2.19%	9,614	10,102	487	10,808	706	11,514	706
Bridgetown	0.99%	4,346	4,566	220	4,886	319	5,205	319
Hantsport	1.25%	5,488	5,766	278	6,169	403	6,572	403
Kentville	5.54%	24,321	25,554	1,233	27,341	1,787	29,128	1,787
Middleton	1.79%	7,858	8,257	398	8,834	577	9,411	577
Windsor	3.72%	16,331	17,159	828	18,359	1,200	19,559	1,200
Wolfville	3.82%	16,770	17,620	850	18,852	1,232	20,084	1,232
Subtotal	**100.00%**	**439,000**	**461,260**	**22,260**	**493,514**	**32,254**	**525,769**	**32,254**
CAPE BRETON								
CBRM	93.29%	515,899	542,059	26,159	579,963	37,904	617,867	37,904
Co. of Victoria	6.71%	37,107	38,988	1,882	41,715	2,726	44,441	2,726
Subtotal	**100.00%**	**553,006**	**581,047**	**28,041**	**621,677**	**40,631**	**662,308**	**40,631**
COLCHESTER-EAST HANTS								
Co. of Colchester	50.25%	153,921	161,726	7,805	173,035	11,309	184,344	11,309
Dist. of E. Hants	29.60%	90,668	95,266	4,597	101,927	6,662	108,589	6,662
Stewiacke	2.01%	6,157	6,469	312	6,921	452	7,374	452
Truro	18.14%	55,565	58,382	2,818	62,465	4,082	66,547	4,082
Subtotal	**100.00%**	**306,311**	**321,843**	**15,532**	**344,348**	**22,505**	**366,854**	**22,505**
CUMBERLAND								
Co. of Cumberland	50.21%	74,298	78,066	3,767	83,524	5,459	88,983	5,459
Amherst	28.60%	42,325	44,472	2,146	47,581	3,110	50,691	3,110
Oxford	4.00%	5,918	6,218	300	6,653	435	7,088	435
Parrsboro	4.78%	7,078	7,437	359	7,957	520	8,477	520
Springhill	12.40%	18,355	19,285	931	20,634	1,349	21,982	1,349
Subtotal	**100.00%**	**147,975**	**155,478**	**7,503**	**166,350**	**10,872**	**177,222**	**10,872**
EASTERN COUNTIES								
Co. of Inverness	39.92%	74,892	78,689	3,797	84,191	5,502	89,694	5,502
Co. of Richmond	25.72%	48,252	50,698	2,447	54,244	3,545	57,789	3,545
Dist. of Guysborough	13.86%	26,002	27,320	1,318	29,231	1,910	31,141	1,910
Dist. of St. Mary's	6.89%	12,926	13,581	655	14,531	950	15,481	950
Canso	2.63%	4,934	5,184	250	5,547	363	5,909	363
Mulgrave	2.09%	3,921	4,120	199	4,408	288	4,696	288
Port Hawkesbury	8.89%	16,678	17,524	846	18,749	1,225	19,974	1,225
Subtotal	**100.00%**	**187,604**	**197,116**	**9,512**	**210,900**	**13,784**	**224,684**	**13,784**

Municipal Unit	Share of Total	2000–01 Formula Share	2001–2002		2002–2003		2003–2004	
			Formula Share	Increase/ Prev. Yr	Formula Share	Increase/ Prev. Yr	Formula Share	Increase/ Prev. Yr
HALIFAX								
Halifax Reg. Mun.	100.00%	2,656,168	2,790,852	134,684	2,986,006	195,155	3,181,161	195,155
Pictou-Antigonish								
Co. of Antigonish	21.52%	64,322	67,584	3,262	72,309	4,726	77,035	4,726
Co. of Pictou	33.67%	100,628	105,731	5,103	113,124	7,393	120,518	7,393
Antigonish	7.12%	21,274	22,353	1,079	23,916	1,563	25,479	1,563
New Glasgow	14.37%	42,951	45,129	2,178	48,285	3,156	51,441	3,156
Pictou	5.89%	17,606	18,499	893	19,792	1,294	21,086	1,294
Stellarton	7.28%	21,747	22,850	1,103	24,448	1,598	26,045	1,598
Trenton	4.32%	12,922	13,577	655	14,527	949	15,476	949
Westville	5.82%	17,405	18,287	883	19,566	1,279	20,845	1,279
Subtotal	**100.00%**	**298,856**	**314,010**	**15,154**	**335,968**	**21,958**	**357,926**	**21,958**
SOUTH SHORE								
Queens Regional Municipality	20.70%	54,355	57,111	2,756	61,104	3,994	65,098	3,994
Dist. of Chester	17.75%	46,598	48,961	2,363	52,384	3,424	55,808	3,424
Dist. of Lunenburg	43.26%	113,590	119,350	5,760	127,696	8,346	136,041	8,346
Bridgewater	12.26%	32,179	33,810	1,632	36,174	2,364	38,539	2,364
Lunenburg	4.33%	11,377	11,954	577	12,790	836	13,626	836
Mahone Bay	1.70%	4,452	4,678	226	5,005	327	5,332	327
Subtotal	**100.00%**	**262,550**	**275,863**	**13,313**	**295,153**	**19,290**	**314,443**	**19,290**
WESTERN COUNTIES								
Dist. of Argyle	13.80%	39,165	41,151	1,986	44,028	2,878	46,906	2,878
Dist. of Barrington	12.16%	34,507	36,257	1,750	38,792	2,535	41,328	2,535
Dist. of Clare	14.35%	40,701	42,765	2,064	45,756	2,990	48,746	2,990
Dist. of Digby	13.89%	39,410	41,408	1,998	44,304	2,896	47,199	2,896
Dist. of Shelburne	8.20%	23,266	24,446	1,180	26,155	1,709	27,865	1,709
Dist. of Yarmouth	16.66%	47,255	49,651	2,396	53,122	3,472	56,594	3,472
Clark's Harbour	1.51%	4,290	4,507	218	4,823	315	5,138	315
Digby	3.39%	9,626	10,114	488	10,821	707	11,529	707
Lockeport	1.07%	3,029	3,183	154	3,405	223	3,628	223
Shelburne	3.29%	9,333	9,806	473	10,492	686	11,177	686
Yarmouth	11.68%	33,129	34,808	1,680	37,242	2,434	39,676	2,434
Subtotal	**100.00%**	**283,711**	**298,096**	**14,385**	**318,941**	**20,845**	**339,786**	**20,845**
Grand Total		**5,135,181**	**5,395,565**	**260,384**	**5,772,858**	**377,293**	**6,150,151**	**377,293**